



Instructions for completing the DS-156 Application

This application can be completed by going to <https://evisaforms.state.gov/ds156.asp> and filling in all spaces, printing out the application, and bringing it in to the US Embassy. Hand-written DS-156 applications will no longer be accepted. Applicants should be aware that information entered in to the online application is not directly transmitted to the Embassy. Only when the printed application is brought to the US Embassy will the applicant's information be scanned into the system, thus any corrections they applicant wishes to be made can be done at the Embassy on the day of the interview. A separate application is required for each applicant, regardless of age.

- **Box 1 Passport Number:** Please fill in your passport number including any letters that may appear with your passport number. For example, "ZZ987364" or "33454355S", or however the number is listed in your passport. Do not use hyphens or other non-numeric characters.
- **Box 2 Place of Issuance City, Country, and State/Province:** Fill in the city, and country where your passport was issued. For example, if your passport was issued at the Indian Embassy in Doha, Qatar you will write "Doha, Qatar".
- **Box 3 Issuing Country:** Fill in the country that was the issuing authority for your passport. For example, if you are of Pakistani nationality and hold a Pakistani passport, you should write "Pakistan" in this space.
- **Box 4 Issuance Date:** Fill in the date your passport was issued.
- **Box 5 Expiration Date:** Fill in the expiration date of your passport. The expiration date must be valid at least six (6) months from the time you enter the United States.
- **Box 6 Surname:** Correctly match what is in your passport. What is listed as "Surname" or "Last Name" in your passport must be what appears in the "Surname" box number 6 on the application form.
- **Box 7 First and Middle Names:** Correctly match what is in your passport (This includes initials). What is listed as "Given name" or "First name" in your passport must be what appears in the "Given Name" box number 7 on the application form. List all initials with a space in-between the initials (not a period).
- **Box 8 Other Surnames Used:** Please list any surnames or last names used in the past that do not appear in box 6. These could be professional, maiden, religious names or aliases.
- **Box 9 Other First and Middle Names Used:** Please list any other names by which you are called presently or have been in the past.
- **Box 10 Date of Birth:** Please list your date of birth as it appears on your passport. **If your passport lists only the year of your birth, put only the year** even if you know the month and day. **Do not** put "01-JAN-" if you do not know the month and day you were born.
- **Box 11 Place of Birth:** Please list your place of birth as it appears in your passport.
- **Box 12 Nationality:** Please list your nationality according to your passport country. If you are using a Travel Document rather than a passport, please fill in "XXX Unknown Place of Birth or State" as nationality.
- **Box 13 Sex:** Check the appropriate box.

- **Box 14. National Identification Number:** This box should be your home country National ID number. If your country does not assign National ID Numbers, you may leave this blank.
- **Box 15. Home Address:** This address should be a local, Qatar address if you are residing in Qatar. A street address is best, but you may also put a P.O. Box if you do not have a street address. If you do not reside in Qatar you may put a foreign address.
- **Box. 16 Home/Business/Cellular Telephone Numbers:** These numbers should be local telephone numbers in Qatar. However, if you do not reside here give the telephone of hotel, or other place where you may be contacted in Doha. Also, list at least one foreign contact.
- **Box 17 Marital Status:** Check the appropriate box that best describes your present marital situation.
- **Box 18 Spouse's Full Name:** Please list your spouse's full name, even when divorced or separated. If you are remarried, list your current spouse only.
- **Box 19 Spouse's DOB:** Please list your spouse's date of birth.
- **Box 20 Name and Address of Present Employer or School:** List your employer. If you are unemployed leave blank, if you are a student, list the name of the School that you attend. Please list the FULL address of the company or school.
- **Box 21 Present Occupation:** List your present occupation. If you are a student list "student". If you are unemployed list "unemployed". If you are a housewife list "housewife". For an infant list "infant".
- **Box 22 When Do You Intend to Arrive in the U.S.?** : If you do not have the exact date, give your best approximation. For example, if you intend to leave the first week of February 2005, put 01-FEB-2005.
- **Box 23 Email Address:** Please carefully, and clearly print your email address. If you do not have your own address please put the address of a family member or close acquaintance that we may contact if necessary.
- **Box 24 At Which Address Will You Stay in The U.S.?:** This box must be filled in with a complete address. Fill in the address at which you will stay in the U.S. If this is a hotel, put the hotel's address.
- **Box 25 Name and Telephone of Person in U.S. Who You Will Be Staying With or Visiting for Tourism or Business:** This should include the full address and telephone number of the person with whom you will be staying. If the only contact you have in the U.S. is a hotel please put the name of the hotel and telephone numbers. Telephone numbers in the U.S. are ten-digit numbers. For example: 432-567-7899.
- **Box 26 How Long Do You Intend To Stay in The U.S.?** : If you do not know the exact time, please give an approximation.
- **Box 27 What is The Purpose of Your Trip?** : Please explain clearly and concisely the purpose of your visit to the U. S. For example, if you are attending a conference please state this and list the name of the conference. If you are visiting family, state this and put the family relation.
- **Box 28 Who Will Pay For Your Trip?** : Please give the name of the person who will finance the majority of your trip to the U.S.
- **Box 29 Have You Ever Been in The U.S.?** : Check "yes" or "no" to answer this question. If you check "yes" please put when you were in the United States and how long you stayed.

- **Box 30 Have You Ever Been Issued a U.S. Visa?** : Check the appropriate box. Check “yes” if you were ever issued a U.S. visa, even if you did not use the visa to enter the U.S. If you check “yes” please state when you were issued the visa, where the visa was issued and what type of visa(s) you were given.
- **Box 31 Have You Ever Been Refused a U.S. Visa?** Check the appropriate box. If you check “yes” please state when, where and what type of visa you were refused. Please answer honestly.
- **Box 32 Do You Intend to Work in The U.S.?** : Check the appropriate box. If you answer “yes” please give the name and complete address of the employer.
- **Box 33 Do You Intend To Study in the U.S.?** : Check the appropriate box. If you check “yes” give the name and complete address of the school.
- **Box 34 Names and Relationship of Persons Traveling With You:** List all people who will be accompanying you on your trip to the U.S. whether or not they are applying for the visa at the same time.
- **Box 35 Has Your U.S. Visa Ever Been Cancelled or Revoked?:** Check the appropriate box. Please answer honestly.
- **Box 36 Has Anyone Ever Filed an Immigrant Visa Petition on Your Behalf?** Check the appropriate box. If you check “yes” please state who.
- **Box 37 Are Any of The Following Persons in The U.S. or Do They Have U.S. Legal Permanent Residence or U.S. Citizenship?** Check either the “yes” or “no” box for each. If you check “yes” indicate the status of that person. For example: “Citizenship” or “Legal Permanent Resident” (Green Card Holder).
- **Box 38 IMPORTANT: Each Applicant Must Read and Check the Appropriate Box for Each Item:** Read each statement CAREFULLY and check the appropriate box.
- **Box 39 Was this Application Prepared by Another Person on Your Behalf?** Please check the appropriate box. If you check “yes” please have that person fill out **Box 40 Application Prepared By**.
- **Box 40 Application Prepared By:** This Box must be filled out with the full name, address, and signature of the person who helped prepare the application. They must also state their relationship to the applicant and put the date signed.
- **Box 41 Certification of Understanding:** Please read this statement CAREFULLY, sign and put the date. If you do not agree with or understand the statement do not sign. You may ask for clarification at the time of application.

IMPORTANT!

- **Do not forget to hit “continue” before printing out the application.** If you do not do this no bar code will be generated and the application will be unacceptable. Make sure to print out ALL pages as the large bar code is found on the last page.
- **Make sure that the bar code on the last page is printed out completely.** If the bar code is cut off the scanner will not read it.
- **Use a good printer.** Some older ink jet printers will cause the ink to bleed and thus the scanner will not read it.
- **Travel Document Holders:** For those travelers carrying a Travel Document rather than a passport should fill out the DS-156 application as if the Travel Document was a passport, substituting “passport” for “travel document” in the instructions above.